



Wednesday Night Information Net Procedures

1. Review script prior to net. The script will be your guide to net protocol and what information needs to be communicated during the meeting. If you like, you may make a copy to your computer and add the announcements to be made each week. You may want to contact the week's mentor to obtain the Tech Talk topic for the week (optional).
2. Have your materials ready to go no later than 10 minutes before the start of the net. This will allow you to get to your computer and pull a copy of the script in case you forget it at work!
3. If you like, you may make announcements a 30 and 15 minutes prior to the start of the net stating the net will begin in 'x' minutes. *For example, "This is KD5ZVL and I would like to remind all stations monitoring this frequency that the MARS Wednesday Information Net will begin in 'x' minutes. We look forward to hearing from you! This is KD5ZVL clear/monitoring."*
4. Write down the call signs and names of all stations checking-in to the net. Also, take notes on whatever announcements, items for sale, or relevant comments that are being made during the net.
5. Once the net is completed, send an email to N5PTW@arrl.net and KD5ZVL@yahoo.com with a list of the check-in's and notes from the meeting. An example is posted on the net page of the MARS website. This should be completed within two days of the net if possible – just like any other meeting.

Remember, this is a learning experience for all participants. There is a wealth of knowledge attending the net; if something comes up that you are unsure how to handle do not hesitate to ask for help from a participating station. There are stations that are a) willing to help and b) also learning from the situation!

Thank you for volunteering to be an NCS. Your efforts are appreciated! 😊